

## WorldShare Safeguarding and Prevention of Sexual Exploitation, Abuse and Harassment (PSEAH) Code of Conduct

WorldShare is committed to promoting and protecting the welfare of people who work for and interact with or are affected by our work. We have no tolerance for abuse, neglect or exploitation.

This Safeguarding Code of Conduct outlines the expected standards of behaviour for WorldShare staff, volunteers, board members, contractors and consultants, participants of Short-Term Trips and other WorldShare representatives. A breach of this Code of Conduct may lead to disciplinary action, result in termination and if the breach is of a serious criminal nature may be reported to police.

### Standards of Behaviour

I, \_\_\_\_\_ agree that while employed by WorldShare or acting as a representative of WorldShare, I will:

- Conduct myself in a manner that is consistent with the values of WorldShare.
- Abide by the WorldShare Safeguarding and PSEAH Policy and Procedures
- Respect cultural differences.
- Treat all people, including children and vulnerable people with respect regardless of race, colour, sex, language, disability, religion, political or other opinion, national, ethnic or social origin, birth or other status.
- Never use language or behaviour that is inappropriate, abusive, bullying, harassing, sexually provocative, demeaning or culturally inappropriate
- Never develop a relationship with a someone involved in or benefitting from WorldShare work that involves or appears to involve bias, preferential treatment or improper use of position
- Never engage in transactional sex, being the exchange of money, employment, goods or services for sex (including sexual favours) with any person engaged in WorldShare activities or WorldShare funded activities.
- Not hold, kiss, cuddle or touch a child or vulnerable person in an inappropriate, unnecessary or culturally insensitive way
- Advise the CEO of WorldShare if I am investigated for any crime or charged with any criminal offence.
- Encourage all people including children and vulnerable people as well as partner staff and WorldShare representatives to raise any concerns of any exploitation, abuse or harassment

- Immediately inform my manager, the WorldShare Safeguarding Officer, Chairman of the Board (for board members) or team leader of any concerns that my words, actions or behaviour in any situation may be considered to breach the WorldShare Safeguarding and PSEAH policy, Child Safeguarding Policy and Safeguarding Code of Conduct
- Immediately report concerns or allegations of wrongdoing including exploitation, sexual exploitation, abuse, harassment and non-compliance with the WorldShare Safeguarding and PSEAH policy, Child Safeguarding Policy and Safeguarding Code of Conduct according to the reporting procedure outlined in the Safeguarding and PSEAH policy
- Maintain confidentiality when complaints are made and / or are under investigation

When working with children, I will:

- Provide a welcoming, inclusive and safe environment for all children, parents, staff and volunteers.
- Ensure that another adult is present when in contact with children involved in WorldShare activities either in Australia or overseas.
- Engage in WorldShare activities with children only in open or visible places, where possible.
- Comply with local, national and international child protection laws.

When working with children, I will not:

- Engage in behaviour that is intended to shame, humiliate, belittle or degrade a child or otherwise emotionally abuse a child.
- Use inappropriate, offensive or discriminatory language when speaking with a child.
- Do things of a personal nature that a child can do for him/herself, such as assist with toileting or changing clothes.
- Take children to my own home/hotel or sleep in the same room or bed as a child.
- Smack, hit or physically assault a child.
- Develop a sexual relationship with a child or a relationship with a child that may be deemed exploitative or abusive.
- Behave provocatively or inappropriately with a child.
- Provide a child with alcohol, drugs or personal gifts.
- Condone or participate in, behaviour towards children that is illegal, unsafe or abusive.
- Act in a way that shows unfair and differential treatment of children.
- Photograph or video a child without the consent of the child (and his/her parents or guardians).
- Seek to make contact and spend time with any child outside the work activities of WorldShare or its overseas partners.
- Access or create sexually abusive images or children.
- Use WorldShare's computers, mobile phones, video and digital cameras inappropriately, such as for the purpose of exploiting or harassing children.

- Hire children as domestic labour or any other labour which is inappropriate for their age or development.
- Knowingly link any sponsor child with a supporter who is known to intend harm to a child

I confirm that I have read and understood WorldShare's:

- Safeguarding and PSEAH Policy
- Safeguarding Procedures
- Safeguarding Code of Conduct

I am aware that allegations of abuse will be reviewed and investigated as determined necessary by WorldShare. I recognise that, if I violate WorldShare's Safeguarding Policies, Procedures and Code of Conduct, I may be subject to applicable Australian laws and to organisational disciplinary measures.

I agree to comply with the Policy, Procedures and Code of Conduct.

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Name

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Position

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Signed

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Date

## Revision History

<b>Board approval date</b>	29 April 2021		
<b>Scheduled review date</b>	April 2024		
<b>Revision date</b>	<b>Version</b>	<b>Summary of Changes</b>	<b>Person making changes</b>
29 April 2021	1.2021	Board approval	Board
21 July 2023	1.2023	Addition of not providing alcohol, drugs and personal gifts to children	Tara Carr and Glyn Henman

